

## YESHIVA UNIVERSITY TUITION REMISSION BENEFIT POLICY

Eligibility: Full-Time Faculty, exempt and non-exempt non-union Staff, their spouses and qualified dependents are eligible for Tuition Remission benefits after one year of service in a full-time position. Union staff who transfer into a non-union position may use time in a union position to meet the one year waiting period. Employees who return after a gap in service must meet the full one-year service requirement beginning with their date of return.

All employees, in the above designated eligible classes, must be employed by the University on a full-time basis prior to the start of the semester for which benefits are being requested. Employees are not permitted to enroll in any course scheduled during their regular work hours.

Tuition Remission benefits are not retroactive and will continue only as long as the employee is eligible. Benefits will cease immediately upon the employee's termination of employment, or a change to ineligible status of the employee or the employee's dependent child or spouse (for example, if the dependent child can no longer be claimed on the employee's tax return, or upon the divorce of the employee and spouse) and a prorated charge for the semester will result.

The Tuition Remission benefit applies to tuition only. Fees are not included in the benefit.

Tuition Benefits for children of employees are awarded to the dependent child, not the employee. Therefore, the maximum benefit awarded to a child will not be affected or increased if the child has more than one parent employed by the University.

A completed benefit application for Tuition Remission must be submitted to the Benefits Office on Wilf Campus, no later than the first day of the semester for which benefits are being requested. A new benefit application form must be completed for each semester that benefits are being requested. Financial aid may be adjusted upon receipt of Tuition Remission Benefits.

Taxation: Tuition remission benefits may be taxable to the employee depending on the course and the program that the student is enrolled in. Generally, tuition remission benefits for undergraduate and High School programs for the employee or the employee's eligible dependents and spouse are tax-free. However, graduate level (and above) tuition remission for an employee's eligible dependents and spouse is fully taxable to the employee. For employees enrolled in graduate level (and above) programs, the tuition remission is also taxable to the employee but only to the extent the remission exceeds \$5,250 per calendar year, unless the graduate program is determined to be "related" (as defined by the IRS) to the employee's job. If the graduate program meets the IRS "job related" exception tests, the tuition remission is fully tax-free to the employee.

For those employees who feel that their graduate courses are job related and want to take advantage of the tax exception under IRC Section 132, please complete the Graduate Level Course Job Related Designation Form along with your Tuition Remission Application. Please note this exception does not apply to tuition remission benefits for spouses and qualified dependents who attend a University graduate program, which is treated as 100% taxable

income to the employee. In accordance with IRS rules, taxable employee tuition benefits are treated as compensation income and subject to applicable withholding and employment taxes. To learn more about these rules, please refer to IRS Publication 970. The University does not provide tax, legal or accounting advice, and employees and others should consult with their own advisors.

**Benefits: EMPLOYEES MUST CONTACT HUMAN RESOURCES TO CONFIRM THE REMISSION ELIGIBILITY OF ANY PROGRAM BEFORE ENROLLING.\***

1. Eligible Employees who enroll in an on-campus degree program in any school or affiliated school of the University, with the exception of programs in the Katz School, will receive 100% reduction of the tuition in effect on the date of registration.
2. Eligible Employees who enroll in an on-campus degree program in the Katz School will receive 50% reduction of the tuition in effect on the date of registration.
3. Qualified dependent children of eligible employees who enroll in the affiliated Yeshiva University High Schools or in an on-campus degree program in the University's undergraduate schools, with the exception of the Associate Programs in the Katz School, will receive 75% reduction of the tuition in effect on the date of registration.
4. Qualified dependent children of eligible employees who enroll in an on-campus degree program in any of the University's or its affiliates' graduate and professional schools or the on-campus Associate Programs in the Katz School, will receive 50% reduction of the tuition in effect on the date of registration.
5. Spouses of eligible employees who enroll in an on-campus degree program at any school of the University or its affiliate will receive 25% reduction of the tuition in effect on the date of registration.

Courses taken during the summer session by qualified dependent children of eligible employees who are enrolled in an eligible degree program in the University or its affiliates' graduate schools will be eligible for Tuition Remission Benefits in accordance with the benefits amounts described above.

The University reserves the right to prospectively modify or withdraw the benefits outlined and/or change eligibility requirements.

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\* Certificate programs; YUGlobal programs; Albert Einstein College of Medicine and its programs; programs with Sara Schenirer, Achieve and similar partners; Asynchronous On-Line programs with Everspring and similar partners; the S. Daniel Abraham Israel Program; On-Line Cardozo Programs and certain other programs are not eligible for tuition remission. Employees must check with Human Resources to determine the eligibility of each program before enrolling.